**STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY**

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each SFA on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

**School Food Authority Name:** **Dighton-Rehoboth Regional School Dist.**

**Date(s) of Administrative Review:** 04/22/2024

**Date review results were provided to the School Food Authority:** 04/23/2024

**Date review summary was publicly posted:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFAs Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

**General Program Participation**

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

School Breakfast Program

National School Lunch Program

Fresh Fruit and Vegetable Program

Afterschool Snack

Special Milk Program

Seamless Summer Option

1. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

Community Eligibility Provision

Special Provision 1

Special Provision 2

Special Provision 3

**Review Findings**

1. Were any findings identified during the review of this School Food Authority?

Yes  No

If yes, please indicate the areas and what issues were identified in the table below.

**REVIEW FINDINGS**

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| Program Access and Reimbursement |
| Certification & Benefit Issuance |
| * Not all direct certifications (SNAP, TANF, FDPIR, foster, homeless, runaway, migrant, Head Start, Even Start) were correctly certified. |
| * Some applications were denied incorrectly. |
| * Some households were not notified of student's eligibility according to regulations. |
| * Some of the applications selected for the review were not approved correctly. |
| * The following certification and benefit issuance errors were noted:- Applications were not signed by the determining official.- Application were not signed but the confirming official.- Eligibility determinations were not noted on the application.- Incomplete applications were not consistently followed up on. |
| * The School Food Authority did not accurately transfer the correct benefit from the eligibility determination document to the Point of Service benefit issuance document. |
| * The School Food Authority did not perform Direct Certification matches according to the required timeframes. |
| Verification |
| * Households for whom benefits were to be reduced or terminated were not given 10 calendar days' written advance notice of the change. |
| * The School Food Authority did not complete the annual verification process by November 15th. |
| * The School Food Authority did not update the eligibility status on the benefit issuance document(s) or Point Of Service software for students whose eligibility changed due to verification. |
| * The School Food Authority did not use the Virtual Gateway to conduct Direct Verification for the selected applications. |
| * The School Food Authority's notice of adverse action is missing some or all of the required information. |
| * The SFA did not request an extension of the November 15 verification deadline, in writing, from DESE. |
| Meal Counting & Claiming- Lunch Program |
| * One or more lunch counts were incorrectly used in the Claim for Reimbursement. |
| * The School Food Authority's meal counting system contained overt identification of students receiving meals. |
| School Nutrition Environment |
| Food Safety |
| * One or more storage violations were observed. The school did not ensure that the storage, preparation and service of food are maintained. |
| Local School Wellness Policy |
| * The local school wellness policy does not contain the required elements. The policy is missing policies for food and beverage marketing. |
| * The local school wellness policy does not contain the required elements. The wellness policy is missing goals for nutrition promotion and education, physical activity and/or other school-based activities. |
| * The local wellness policy did not indicate the availability of free potable water during meals. The WellSAT3.0 Assessment Tool and the Massachusetts School Wellness Coaching Program provide guidance to include the availability of free potable water during meals in the local wellness policy. |
| * The School Food Authority does not have documentation demonstrating the results of the assessment have been made available to the public. |
| * The School Food Authority does not have documentation on file demonstrating an assessment of the local school wellness policy is conducted every three (3) years. |
| * The School Food Authority has not maintained documentation to support the policy has been reviewed and updated within the past three (3) years. |
| * The School Food Authority has not maintained meeting minutes that list who is on the wellness committee and/or content being discussed. |
| Civil Rights |
| * Some or all of the program materials were missing the non-discrimination statement. |
| * The nondiscrimination statement posted on the School Food Authority's website is not in compliance with USDA criteria. |
| * The public release published contained outdated and inaccurate information. |
| * The School Food Authority did not publish a public release as required. |
| * The School Food Authority does not communicate the availability of meal modifications to families. |
| * The School Food Authority's district-wide civil rights policy does not include meal modification information. |
| * The School Food Authority's written civil rights complaint procedure within the school meals program does not include some or all of the required content. |

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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Students have an exceptional amount of daily lunches options including a wide variety of fresh fruit and vegetables. |